

Contract for Service Form

Rock Island-Milan School District 41

VENDOR NAME: _____ **EMAIL:** _____

ADDRESS: _____

DATES OF SERVICE TO BE COMPLETED: _____

SCHOOL DISTRICT CONTACT:

COMPENSATION: \$

DESCRIPTION OF DUTIES:

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Is this a Subscription/Software: Yes ☐ or No ☐

If NO, go to next section. If YES, complete below, then go to next section (no vendor signature)

Subscription/Software Name: _____ **Website:** _____

Subscription/Software Start Date: **End Date:**

SOPPA Approved: Yes ☐ or No ☐

Requesting School: _____

Budget Code: _____

Signature of Vendor: _____ **Date:** _____

Signature of Budget Administrator: _____ **Date:** _____

Superintendent or School Board President

Date



Qmlativ

Rock Island, IL

The following pricing for software and services is provided specifically for you. If you would like information on a product or service not included below, please contact your Account Executive.

Secure Cloud Computing Installation

School Management System Investment Summary

	Initial Investment	Services	Full 12-Month Recurring Fees	Total
School Business Suite				
Estimated Installation: Beginning of Fiscal Year	\$ 117,235.00	\$ 97,411.00	\$ 33,750.00	\$ 248,396.00
System Wide Services and Software	-	25,145.00	-	25,145.00
Total School Management System	\$ 117,235.00	\$ 122,556.00	\$ 33,750.00	\$ 273,541.00

School Management System Investment - Including the Full 12-Month Recurring Fees * \$ 273,541.00

School Management System Investment - No Proration \$ 117,235.00 \$ 122,556.00 \$ 33,750.00 \$ 273,541.00

See Terms and Conditions for revised payment terms. 260875dtc

* This Investment Summary reflects the recurring fees for a full 12-Month period.
The actual billing will be reflective of the actual installation date.
The customer recognizes and acknowledges that in subsequent years the total Full 12-Month Recurring Fee will be billed.

Investment Estimate

Year 0	Estimated Installation Date through June 30, 2027 *	\$ 119,897.00
Year 1	July 1, 2027 through June 30, 2028	145,233.00
Year 2	July 1, 2028 through June 30, 2029	35,100.00
Year 3	July 1, 2029 through June 30, 2030	36,504.00
Year 4	July 1, 2030 through June 30, 2031	37,964.00
Year 5	July 1, 2031 through June 30, 2032	39,483.00
Total Investment Estimate		\$ 414,181.00

This cost projection is based on an estimated annual increase of 4.0%. This is only an estimate.

* The estimated installation date is not a guaranteed installation date.
It is an estimate used by your Account Executive to more closely project the actual costs of the products shown on this proposal.
The actual installation date will be determined by Project Management once the sale is complete.



Pricing Detail

School Business Suite

		Initial Investment	Services	Full 12-Month Recurring Fees	Total
School Business Suite Software					
Core Package		\$ 98,617.00	\$ -	\$ 26,896.00	\$ 114,306.00
¹ Skyward Promotional Discount		(9,862.00)	-	(1,345.00)	-
Finance					
Employee Access					
Import Deduction/Benefit Third Party Data					
Payroll					
Position Management					
² Professional Development Center (School Business Suite)					
Staff Planning					
Substitute Tracking					
Time Off					
Additional Functionality					
eSign - Electronic Signature	1 block	-	250.00	-	250.00
Activity Accounting		7,229.00	-	1,972.00	8,379.00
¹ Skyward Promotional Discount		(723.00)	-	(99.00)	-
Asset		6,820.00	-	1,860.00	7,905.00
¹ Skyward Promotional Discount		(682.00)	-	(93.00)	-
Employee Import		6,820.00	-	1,860.00	7,905.00
¹ Skyward Promotional Discount		(682.00)	-	(93.00)	-
Time Tracking		10,776.00	-	2,939.00	12,490.00
¹ Skyward Promotional Discount		(1,078.00)	-	(147.00)	-
School Business Suite Setup / Training					
On-Site Days (6)		-	12,000.00	-	12,000.00
Web Hours (243)		-	54,675.00	-	54,675.00
^{3,4,5} School Business Suite Data Migrations					
Converting Vendor: ESD					
⁶ Qmlativ Business Data Migration Bundle		\$ -	\$ 20,540.00	\$ -	\$ 18,486.00
¹ Skyward Promotional Discount		-	(2,054.00)	-	-
Finance - Standard					
Payroll - Standard					
1099M					
State Reporting					
Payroll Check - Current Activity					
Account - Current Activity (Level 1)					
⁷ Asset		-	12,000.00	-	12,000.00
Subtotal School Business Suite		\$ 117,235.00	\$ 97,411.00	\$ 33,750.00	\$ 248,396.00
⁸ Total School Business Suite Solution		\$ 248,396.00			

Pricing detail continued on following page



Pricing Detail, continued from previous page

System Wide Services and Software

Services	Initial Investment	Services	Full 12-Month Recurring Fees	Total
⁹ Secure Cloud Computing Setup Assistance	\$ -	\$ 840.00	\$ -	\$ 840.00
SmartStart Implementation Service				
Consultative Services - Business	-	11,025.00	-	11,025.00
Project Management	-	14,525.00	-	13,280.00
¹⁰ Project Management Discount	-	(1,245.00)	-	-
Subtotal System Wide Services and Software	\$ -	\$ 25,145.00	\$ -	\$ 25,145.00
Total System Wide Services and Software				\$ 25,145.00

Secure Cloud Computing Services

Secure Cloud Computing Services (SCC Services) provides an option to remotely operate your Skyward application through a secure cloud provider. Our cloud provider operates servers within its own facilities, located in the US, allowing you secure access to all applications through a browser via the Internet. The SCC Services are fully responsible for all aspects involved in database disaster recovery, loading releases and updates, operating and maintaining host servers, software, and databases.

School Business Suite	6,200 Students	Annual Total
Gold Package		\$ 13,640.00 *

* This is a 36 month contract.

The SCC hosting fees are not included in the Skyward total above. All SCC hosting fees will be invoiced by and paid directly to ISCorp.

Additional discounts may apply if your district is hosting both the School Business Suite and Student Management Suite at ISCorp. If you are interested in learning more about the SCC Services package options, please contact ISCorp, Jeff Zillner - VP Operations, 262.240.7777 or jzillner@iscorp.com.

Implementation and Training

Implementation Schedule
Skyward will establish a mutually agreed upon implementation schedule. Failure by the customer to adhere to the implementation schedule may result in delays and additional costs. The customer may be required to repurchase items if the delay causes Skyward to replicate completed items. Skyward and the customer will subsequently agree on a revised implementation schedule.

Project Management
This is going to be a significant project, and you need a professional to manage it. Skyward’s project management team will facilitate the flow of information to make your implementation a success. We are heavily versed in project management best practices and apply these in conjunction with our unique industry expertise for a smooth transition.

Training
Unlike many of the one-size-fits-all training programs prevalent in our industry, Skyward delivers web and onsite sessions tailored to your best practices. We layer an initial level of consulting with your leadership team to define short- and long-term goals. We understand the comfort level of your staff is a strong indicator of long-term success, which is why these trainings are supplemented with our self-paced Professional Development Center. Skyward’s training model will provide a robust plan designed to fully train your staff without the need for purchasing additional hours. By utilizing Skyward’s proven methods, you are setting your team up for a successful implementation.

Customer Success After-Hours Support
Customer Success after-hours support is billed at \$225 per hour. This fee applies to all calls that are received outside of normal business hours.



Pricing Footnotes

See Terms and Conditions for revised payment terms.

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- ¹ *This proposal includes a discount off of the Skyward initial investment and recurring fee.*

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This proposal also includes a discount off of the standard data migration fees.

This promotion expires December 31 of the current calendar year.

- ² Skyward's Professional Development Center (PDC) is included on this proposal. The PDC is a self-paced learning center to assist in training all staff. It includes online tutorials, simulations, and testing options. Your entire staff will have unlimited access to Skyward's on-line library and training materials for select modules.

- ³ The customer is solely responsible for having access to and obtaining all required data from their existing software system. The customer assumes responsibility for utilizing their internal resources (IT, Legal teams, etc.) to obtain said data in order to complete the purchased Data Migrations. Failure to obtain the required data will result in a change order form and require the customer to manually enter the data into Skyward.

A full database backup is recommended. Normally a full backup will provide Skyward with all the information needed to decipher what each field represents in the data. At a minimum the district is required to provide ASCII Delimited files with data mapping that identifies what data is contained in each file and what each column of data represents. Pricing is based on all data coming from the same system. If data is held in multiple systems additional charges may occur.

The customer is also responsible for completing required verification documents provided by Skyward for each migration. The verification involves specific scenarios to assist Programming and Quality Assurance to support the accuracy of the migrations.

You will need to retrieve this data and provide verification multiple times during the data migration process. It is important you have this process solidified in order to accomplish these data retrievals and verification postings. A delay in delivery of the data will delay the migration and negatively affect the quality of the migration. This also has negative effects on the training of Skyward with your new users.

Skyward does not offer field mapping for migrations.

- ⁴ This proposal includes data migrations outside of the Qmlativ Business Data Migration Bundle. Skyward staff will determine the timeline for delivery.

- ⁵ Account Balancing Clarification

Skyward software requires that an account's ending balance for the quarter or year be equal to the opening balance for the next quarter or year. This is an accepted accounting principal and if your data does not meet that requirement Skyward will attempt to determine the discrepancy and if the discrepancy cannot be determined in a timely manner, Skyward will make an offsetting entry to fulfill the requirement. Skyward will clearly identify which account was adjusted and how the adjustment was accomplished. The customer may conduct further research and make a journal entry to eliminate the offsetting entry if desired.

- ⁶ This proposal includes the Skyward Data Migration Bundle. This data migration package is sold as a bundle. These migrations are nontransferable and nonrefundable.

- ⁷ The customer must have 200+ records in order for Skyward to complete this data migration. If fewer than 200 records exist, hand entry will be required.

- ⁸ Any applicable third-party product licenses may be subject to an annual increase.

Skyward requires an SSL (Secure Socket Layer) certificate to run any web-based applications.

Skyward's IT Services can provide you more information including cost and installation of an SSL certificate.

- ⁹ **Secure Cloud Computing (SCC) Setup Assistance**

Installation/Setup Services

Assistance with 3rd Party Integration Setup

- ¹⁰ *This proposal includes a Project Management discount. This discount applies when purchasing a core product.*

Future sub module purchases will include standard Project Management fees.

Training Footnotes

Skyward consultation and training is sold as a number of days and web hours identified on the proposal. The number of days and hours sold is an estimate of customer needs based on a combination of preliminary information gathered from the customer prior to the sale and Skyward's past training experience. It will be at the discretion of the Skyward and Customer Project Managers to use the days and web hours in a manner that best suits the customer. Any time spent by Skyward consultants for preparation, follow up, and the creation of training materials or other deliverables is also considered billable and will be deducted from this consulting time at the consulting rate. The customer can purchase additional consulting hours if more consulting time is needed.

Skyward On-Site Training Policy. A maximum of 10 people may attend each on-site day unless otherwise noted in this proposal. Should more people attend the training over the numbers stated, the customer will be charged an additional \$200 for each person. One day of training consists of 6 hours on-site. On-site days need to be scheduled 3 days in succession.

Web training allows Skyward to remotely present, discuss, and review our product directly with you. This application utilizes the Internet and is conducted live between your staff (at their own workstation) and a Skyward service representative without the need for them to travel to your location, providing you with a lower cost of training and/or implementation along with greater flexibility of your installation timeline.

Cancellation of Training. Any scheduled training days may be cancelled by the customer up to 72 hours in advance for Web Enabled training and a minimum of 30 days in advance for On-Site training. If the scheduled training is cancelled by the customer after the minimum advanced notice to Skyward, then the customer will be responsible for the full amount of the scheduled training and any airline change fees (if applicable).

Finance setup day included for verification of previously installed conversion data in preparation for live processing. This includes but is not limited to security setup, default parameter settings in the software, verification of printing capabilities, verification of conversion totals on financial reports (balance sheet, revenue and expense, payroll history totals, etc.), verification of code table setup, and random verification of data records in each module converted. Skyward will assist the customer in working through these items so that the customer can verify the accuracy of information before processing begins.



Custom Forms (Checks, W-2's, etc.) and Peripherals

Nelco is the exclusively recommended supplier of preprinted, blank laser, pressure seal (blank and preprinted) checks and MICR toner cartridges. To request free samples or to place your order, visit www.skywardforms.com or contact Nelco's customer service center at 1-800-266-4669.

School Technology Associates, Inc. has been a mutually exclusive partner with Skyward since 1992 and offers a complete line of hardware, software, service, and support for peripheral equipment needed to run Skyward's Student, Food Service, and TrueTime/Time Tracking software. Popular products include Tardy Kiosk, Positive Attendance, ID Badging, Time Clocks, and more! All items have been completely tested by Skyward and are in use by Skyward customers nationwide. If the district opts to use an optional third-party solution, please contact School Technology for approved hardware and system quotes. These integrated solutions are sold independently of Skyward.

For more information or to request a quote please visit our website at www.k12sta.com.

You can also contact us via email: sales@k12sta.com or phone: 877-436-4657

Secure Cloud Computing Readiness Review

As you consider Skyward's SCC Services, we can provide you with an initial readiness review to ensure your internet connection provides adequate bandwidth. Please contact your ISP (Internet Service Provider) on obtaining a usage report of your internet connection and provide the following information to your Skyward Account Executive for further analysis.

- ISP (Internet Service Provider) Name
- Type and Total bandwidth contracted with your ISP
- Available/free bandwidth during school hours (typically available through a bandwidth utilization report; preferably during the past 30 days with students present)

Recurring Fee Information

Your Recurring Fees Include:

- Unlimited software support requests for designated support contacts
- Periodic product webinars
- State and Federal required reports
- Quarterly customer newsletter
- Product updates throughout the year

Terms and Conditions

- See attached Terms and Conditions page for further information.
The Terms and Conditions page must be executed by an authorized representative.
- The License Agreement will be sent to you for execution.
The License Agreement page must be executed by both Skyward and an authorized representative to be valid.



TERMS AND CONDITIONS

All proposals are valid for 30 days from date of proposal.

Payment Terms:

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- 1. **Skyward Initial Investment Fee (if applicable)**
If Core Sale: 100% payment billed upon installation of software onto Customer’s system or access to Skyward data through hosting services, 50% due upon installation, 50% due 7/1/2027.
If Non-Core Sale: 100% payment billed upon execution of Terms and Conditions or acceptance of proposal, 50% due upon installation, 50% due 7/1/2027.
- 2. **Professional Services**
 - a. **Installation and Training Services**
If Core Sale: Billed for all training and installation services upon installation of any Skyward programs onto Customer’s system, 50% due upon installation, 50% due 7/1/2027.
If Non-Core Sale: 100% billed upon execution of Terms and Conditions or acceptance of proposal, 50% due upon installation, 50% due 7/1/2027.
Installation and Training Services hours must be used within 12 months of installation. Unused hours will be forfeited and are not refundable.
All training days described in the proposal may be utilized by Customer for a period of up to twelve (12) months following the implementation of each software module to which the training pertains. Any training days that are not utilized by Customer within the time provided will expire and are non-refundable.
 - b. **Project Management / Consultative Services**
Billed upon execution of Software License Agreement, Terms and Conditions or acceptance of proposal, 50% due upon installation, 50% due 7/1/2027.
All Project Management / Consultative Services days described in the proposal may be utilized by Customer for a period of up to twelve (12) months following the implementation of each software module to which these days pertain. Any Project Management / Consultative Services days that are not utilized by Customer within the time provided will expire and are non-refundable.
 - c. **Data Migration Fees**
If Core Sale: Billed for all data migration services upon installation of any Skyward programs onto Customer’s system, 50% due upon installation, 50% due 7/1/2027.
If Non-Core Sale: 100% billed upon execution of Terms and Conditions or acceptance of proposal, 50% due upon installation, 50% due 7/1/2027.
Data used for the data migration must come from one system.
 - d. **Custom Programming / Programming Condition(s) of Sale**
Billed upon completion.
- 3. **Skyward Full 12-Month Recurring Fees**
If Core Sale: Skyward 12-Month Recurring Fees will begin on 10/1/2027 through June 30th or August 31st as designated within the signature section.
If Non-Core Sale: Skyward 12-Month Recurring Fees will begin on 10/1/2027 through June 30th or August 31st as designated within the signature section.
Subsequent years of Skyward 12-Month Recurring Fees will be billed on a fiscal year basis and due on the 1st day of the fiscal year.
- 4. **Third Party Software, Hardware and Related Services**
Payment due upon delivery of product and / or services.
- 5. **Third Party 12-Month Recurring Fees**
Third Party 12-Month Recurring Fees will be billed upon start of fees as indicated by the third party vendor. For the initial year, the fees will be prorated through the end of the Customer's current fiscal year if permission has been granted by said vendor. Subsequent years will renew under the same terms.
- 6. **Scheduling of Installation**
Installation of software must occur within 12 months of purchase. Purchases made subsequent to this sale will be quoted at the then-current price.
- 7. **Taxes**
If any authority imposes a duty, tax, levy or fee, excluding those based on Skyward's net income, upon the Skyward products, materials, or Skyward services, then Customer agrees to pay the amount specified and Customer is solely responsible for any personal property taxes for the Skyward products from the date they were acquired.

Customer agrees to the terms and conditions listed above and set forth in the proposal.

First Day of Fiscal Year: _____

Customer Signature _____ Printed Name _____ Date _____